

MEETING NOTICE TOWN OF WENHAM

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Town Clerk Date Stamp
2011 FEB 17 A 9:32

Board/Committee Name: Hamilton – Wenham Capital Management Committee

Date: Wednesday, February 23, 2011

Time of Meeting: 7:30 AM

Location: Wenham Town Hall, Selectmen's Room

Signature: _____

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AGENDA

- 7:30 A.M. Meeting Minutes
- 7:35 A.M. Sub-Committee Updates
DPW Study-Grounds Maintenance
- 7:40 A.M. School ESCo – Energy Audit
- 8:25 A.M. Set Next Agenda

NOTE: Per changes to the Open Meeting Law effective 7/1/2010:

Notices and agendas are to be posted 48 hours in advance of the meeting *excluding Saturdays, Sundays, and legal holidays*. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time.

Deadlines for postings:

- If meeting falls on Monday, posting to Town Clerk's office no later than Thursday 3:30 PM
- If meeting falls on Tuesday, posting to Town Clerk's office no later than Friday, 12:00 PM
- If meeting falls on Wednesday, posting to Town Clerk's office no later than Monday, 3:30 PM
- If meeting falls on Thursday, posting to Town Clerk's office no later than Tuesday, 6:00 PM
- If meeting falls on Friday, posting to Town Clerk's office no later than Wednesday, 3:30 PM

Notices and agendas can be emailed to Town Clerk at treid@wenhamma.gov

*A listing of topics the chair reasonably anticipates will be discussed at the meeting are listed on the agenda. **Amend as necessary, not to exceed one page.**

Template mtg notice